

# Crafton Hills College

## Budget Committee

### Minutes

Date: September 18, 2012  
 Time: 1:30 p.m. – 2:30 p.m.  
 Location: LADM 161

**Members Present:**

Mike Strong (Chair)  
 Rebeccah Warren-Marlatt  
 Karen Childers  
 Ben Mudgett  
 Stacey Fullwiler

Kathy Crow  
 Denise Allen  
 Bob O'Toole  
 Dan Sullivan  
 Chris Gomez (Student)

**Members Absent:**

Kathy Gibson

TOPIC	DISCUSSION	FURTHER ACTION
Welcome and Introductions (5 min)	All present introduced themselves.	
Budget Committee Charge <ul style="list-style-type: none"> <li>• Review, discussion, and approval</li> <li>• Other items?</li> </ul>	<p><b>Reviewed the Budget Committee's charge and purpose, which resulted in the following discussion:</b></p> <ul style="list-style-type: none"> <li>• When discussing making the budget process transparent, the following ideas were mentioned for future action: develop a flowchart for information on reporting budget; present info in a way that "normal" way rather than the "accounting" way; connect budget to planning.</li> <li>• It was mentioned that LRC 135 may be a better room to meet in.</li> <li>• The committee wants the opportunity to thoroughly examine the Resource Allocation Model.</li> <li>• It was mentioned that the current budget model does not address costs outside of the campus' control.</li> <li>• It was mentioned that the classified staff enjoyed the recent Q&amp;A session with the President's Cabinet.</li> <li>• Perhaps develop a "Budget Snopes" to respond to budget related rumors.</li> <li>• It was suggested that the VPAS visit Classified Senate and Academic Senate to provide budget updates and relay budget related changes, such as the proposed reorg.</li> <li>• Revenue streams—it was suggested the committee have the following as a future action item: Research what other colleges are doing to generate revenue such as charge for theater productions.</li> </ul>	<ul style="list-style-type: none"> <li>• Task #10 – add item b as discussed.</li> <li>• Task #12 – Mike to revise item 12 per discussion and present to the budget committee for discussion in the next meeting.</li> </ul>

<p>Budget Committee Charge (Cont'd)</p>	<ul style="list-style-type: none"> <li>• Clarify to the committee how excess funds are utilized.</li> <li>• Task #9 – Inform: the committee suggested that we help the departments know that by saving on supplies, it could help colleagues fill resource requests on their PPR list.</li> <li>• Task #10 – the committee requested an “Item b” be added as follows: Review new state and federal mandates that are imposed upon CHC but no additional monies are granted to comply with the mandate(s). Review for budgetary impact to CHC.</li> <li>• Task #12 – The committee was uncomfortable recommending hiring priorities and discussed that it is a management responsibility. Revise the task to include making recommendations to the management to consider labor contracts, PPR priorities, unexpected vacancies, need, and chairs council faculty priorities.</li> </ul>	
<p>Committee Assignments</p> <ul style="list-style-type: none"> <li>• Minutes and Agendas</li> </ul>	<p>Future meeting</p>	
<p>Budget Basics</p> <ul style="list-style-type: none"> <li>• SBCCD Allocation Model</li> <li>• 2012-13 Final Budget</li> <li>• PPR Prioritized Objectives</li> <li>• Resources: BAM</li> </ul>	<p>Future meeting</p>	
<p>Statewide budget update</p>	<p>Future meeting</p>	
<p>Next Meeting: Develop Meeting Schedule, Future Tasks, and Timeline:</p> <ul style="list-style-type: none"> <li>• Review PPR resource requests and funding priorities – annual report to Crafton Council</li> <li>• Role of committee in prioritizing funded positions</li> <li>• Review of budget district budget related processes &amp; make recommendations</li> </ul>	<p>Future meeting</p>	
<p>Announcements and Closing</p> <ul style="list-style-type: none"> <li>• Next Meeting: 10/16/12 @ 1:00pm</li> </ul>		